

Microsoft Word Compatibility

Zoho Writer is a fully featured word processor. What that means is that it's designed to work well with your Microsoft Word documents, like nothing ever changed.

Here's a quick overview of the major Microsoft Word features supported by Writer.

 Microsoft Word Feature	 Zoho Writer
Basic Features	
Paragraph	✓
Image	✓
List (Check Lists & Heading Lists & Image List)	✓
Table	✓
Equations & Symbols	✓
HyperLinks & Bookmarks	✓
Endnotes & Footnotes	✓
Shapes & Textbox	✓
Headings, quote blocks & code	✓
Drop Cap & Pull Quotes	✓
Form Fields	✗
Charts	✗
AutoFields	✓
Media & Web Widgets	✓

Watermark	✓
Bibliography & Citations	✗
Editing Options	
Text Formatting	✓
Text Effects	✗
Text Direction [LTR & RTL]	✓
Spacing and Indentation	✓
Alignment & Tab stops	✓
Borders & Shading	✓
Image [Rotate , Crop & Resize]	✓
Table Row & Cell [Merge & Split]	✓
Format Painter	✓
Auto Correct & Quick Text	✓
Advanced Editing Options	
Effect to Images	✗
Offline Editing	✓
Captions [Table & Image]	✗
Formulae in Tables	✓
Table of Contents	✓
Multi-Reviewer Comments	✓
Zoom In & Out	✓
Layout Options	
Page Layout [A4/Letter]	✓

Multi-Column Layout	✓
Headers & Footers [First & Odd/Even Page]	✓
Manual Page Breaks & Column Breaks	✓
Table Column [Distribute Columns / Fit To Page]	✓
Cover Page	✗
Section Breaks	✗
Outline mode	✗
Page View & Web View modes	✓
Document Generation & Assembly	
Mail Merge	✓
Label & Envelope Merge	✓
Templates	✓
Translators	✗
Electronic Signature	✓
Document Sharing & Collaboration	
Co-Authoring & Collaborative Review	✓
Contextual Comments [Reply & Resolve]	✓
Track Changes [Accept & Reject]	✓
Email Document	✓
Publishing To Web	✓
Publishing To WordPress	✓
Document Review & Proofing	
Spell Check & Grammar [As you type]	✓

Live Word Count & Page Count	✓
Personal Dictionary	✓
Find & Replace	✓
Thesaurus	✓
Version History	✓
Navigator	✓
Document Security	
Password Protected Sharing	✓
Password Protected Download	✓
Lock Shared Content	✓
Mask Shared Content	✓
Restrict Editing	✓
Document Design & Customization	
Page Borders	✓
Table Themes	✓
Document Themes	✓
Openness	
Save Document As – Docx , RTF , HTML , PDF	✓
Import Document – HTML , Docx , RTF	✓
Platform /Device Support	
iOS [iPhone & iPad]	✓
Android	✓
Windows macOS	✓

